

**MISSOURI STATE COMMITTEE FOR SOCIAL WORKERS**

**In the matter of the application of:**

**Adrienne Erica Taylor,**

**for license as a Clinical Social Worker.**

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)  
) License No.2005015121  
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## **ORDER GRANTING PROBATIONARY LICENSE AS A CLINICAL SOCIAL WORKER**

On December 17, 2007, the Missouri Committee for Social Workers received an application in proper from Adrienne Erica Taylor (sometimes referred to herein as "licensee") for licensure as a clinical social worker.

For the reasons set out in the following findings of fact and conclusions of law, the committee could deny Taylor's application because some of the supervisors of her post-degree experience endorsed her with reservations, raising issues of her competence specifically with regard to record keeping. The committee, nonetheless, has decided to license McDaniel on probationary terms that are set out below.

## Findings of Fact

1. Taylor is over the age of 18 years, is a United States citizen, has a master's degree in social work, has completed acceptable supervised social work experience, and upon examination, is possessed of the requisite knowledge of the profession for licensure.

2 One of Taylor's supervisors was Joseph Beck, LCSW. Mr. Beck's June 9, 2006, Attestation rated Taylor's understanding and adherence to approved standards of professional and ethical conduct, reputation among colleagues, and capacity for professional growth and development as "not acceptable." His recommendation for licensure was "with reservation," and specified:

Mrs. Taylor displayed a great deal of difficulty managing her responsibilities. Despite coaching efforts, Mrs. Taylor continued to perform below acceptable levels. Mrs. Taylor Specifically struggled to complete required documentation of clinical interventions including progress notes and treatment plans. Mrs. Taylor left this agency at the date indicated without completing progress notes. She was allowed 2-3 months to complete the notes; however she never completed the notes. Treatment planning skill appeared to be minimal at best.

(Spelling and grammar regularized.)

3. Another of Taylor's supervisors was Holly Thomas-Atkins, LCSW. Ms Thomas-Atkins' May 23, 2005, Attestation recommended licensure "with reservation," specifying:

Applicant changed employment leaving this writer's supervision. Applicant's final charts on clients were not complete and lacked needed signatures/documentation.

(Grammar regularized.)

4. Taylor had two other supervisors whose comments were not remarkable.

5. Taylor responded to the allegations in an undated letter that explained her perspective on the issues.

6. The reservations of Beck and Thomas-Akins, that the Committee finds to be true, describe circumstances that would be cause for discipline under pursuant to the following provisions of § 337.630.2 RSMo:

(5) Incompetency, misconduct, fraud, misrepresentation or dishonesty in the performance of the functions or duties of a social worker licensed pursuant to this chapter;

\* \* \*

(13) Violation of any professional trust or confidence;

### **Conclusions of Law**

A. Taylor is over the age of 18 years, is a United States citizen, has a master's degree in social work, has completed acceptable supervised social work experience, and upon examination, is possessed of the requisite knowledge of the profession for licensure.

B. Taylor's conduct, as reported by Beck and Thomas-Atkins, is cause for denial under § 337.630.1 and 2(5) and (13) RSMo.

C. Section 620.149 RSMo., permits the committee, when it would otherwise have grounds to deny a license, to issue a probationary license.

### **Order Granting Probationary License**

The committee, having fully considered the application of Adrienne Erica Taylor, and in consideration of the foregoing findings of fact and conclusions of law, does hereby grant her a license to engage in the practice of clinical social work, conditioned upon the following terms and conditions for a period of one year from the date of this order. Taylor is cautioned that the committee will consider the attention to detail that she demonstrates in abiding these terms of probation as indicative of her professional abilities.

#### **1. GENERAL REQUIREMENTS**

A. Licensee shall meet with the Committee or its representative at such times and places as required by the Committee after notification of a required meeting.

**B. Licensee shall keep the Committee apprized of her current home and work addresses and telephone numbers. Licensee shall inform the Committee within ten (10) days of any change of home or work address and home or work telephone number.**

**C. Licensee shall comply with all provisions of the Chapter 337, RSMo, as they pertain to the practice of clinical social work; all applicable federal and state drug laws, rules and regulations; and all federal and state criminal laws. "State" here includes the State of Missouri and all other states and territories of the United States.**

**D. During the probationary period, Licensee shall timely renew her license and timely pay all fees required for licensing and comply with all other Committee requirements necessary to maintain her license in an active and unexpired status.**

**E. During the disciplinary period, Licensee shall accept and comply with unannounced visits from the Committee's representatives to monitor her compliance with the terms and conditions of this Order.**

**F. If Licensee fails to comply with the terms of this agreement, in any respect, the Committee may impose such additional or other discipline that it deems appropriate.**

**G. Licensee shall notify within fifteen (15) days of the effective date of this Order, all facilities where Licensee practices of her probationary status. Any place where licensee's practice begins subsequent to this order shall be informed of the probationary status prior to the start of any professional practice. Notification shall be in writing and Licensee shall, contemporaneously with the giving of such notice, submit a copy of the notice to the Committee for verification by the Committee or its designated representative**

**H. For purposes of this Order, unless otherwise specified in this Order, all reports, documentation, evaluations, notices, or other materials required to be submitted to the Committee in this Order shall be forwarded to: State Committee for Social Workers, 3605 Missouri Boulevard, PO Box 1335, Jefferson City Missouri 65102.**

**I. This Order does not bind the Committee or restrict the remedies available to it concerning any other violation of Chapter 337, RSMo, by Licensee not specifically mentioned in this document**

**J. The requirements of this order shall remain in effect during any appeal; if any of the terms of this order are stayed pending review the passage of time under this order shall be tolled. Termination of probation under this order shall be tolled upon the filing of a probation violation complaint until such time as the allegations of the complaint are finally resolved.**

## **II. REQUIREMENT OF SUPERVISED PRACTICE**

**A. Licensee's practice as a professional during the period of probation shall be supervised by a licensed clinical social worker approved by the Committee.**

**B. Licensee shall provide a list of five clinical social workers who are willing to supervise her practice to the committee within ten days of the date of this order. The list shall state how Licensee is related (i.e., professionally, socially, by consanguinity or by affinity), if at all, to each proposed supervisor and state the supervisor's relevant experience. The committee encourages Licensee to share this order with her proposed supervisors to ensure that they are willing to supervise her under the terms of this order.**

**C. The Committee will pick a supervisor from the Licensee's list, or may require her to provide another list upon ten days notice.**

**D. Licensee shall be responsible for any payment associated with the supervision.**

**E. In no event shall Licensee practice clinical social work without a supervisor approved by the committee.**

**F. In the event the approved supervisor becomes unable or decides not to continue serving in his/her capacity as a supervisor or otherwise ceases to serve as a supervisor during the period of probation, then the Licensee shall:**

**(1) within three business days of being notified of the supervisor's inability or decision not to continue serving as the supervisor, or otherwise learning of the need to secure a supervisor, advise the committee in writing that Licensee is needing to secure a supervisor and the reasons for such change; and**

**(2) within 10 business days of being notified of the supervisor's inability or decision not to continue serving as the supervisor, or otherwise learning of the need to secure a supervisor, provide a list of clinical social workers willing to provide her with supervision.**

**(3) the Licensee shall not practice if she has not secured an approved supervisor.**

**G. The supervisor shall be kept informed about all matters affecting the provision of clinical social work provided by Licensee, and shall be allowed complete access to all places and all records related to the Licensee's practice. Licensee shall encourage her clients to allow the supervisor to observe Licensee's practice with**

particular clients upon the supervisor's request. The supervisor shall not be responsible for the professional services rendered by the Licensee and complete responsibility for the Licensee's clients shall remain with Licensee. Sharing of information with the supervisor is not a violation of any privilege of the Health Insurance Portability and Accountability Act (HIPAA) as the committee is a health oversight agency and the supervisor is acting as the committee's agent. The supervisor will maintain strict confidence of all information obtained pursuant to the provisions of § 620.010.14(8) RSMo

H. Licensee shall cause her supervisor to provide reports to the Committee in writing on a quarterly basis during the disciplinary period, detailing the nature of Licensee's practice, evaluating her competency, and reporting any known or suspected violation of the statutes or rules governing the practice of clinical social work. It is Licensee's responsibility to ensure that these reports are provided in a timely manner.

### **III. RESEARCH PAPER**

A. Licensee shall complete a paper, at least ten pages in length and typed in ordinary business fonts and sizes, on how to properly document her practice as a Licensed Clinical Social Worker. Licensee may find helpful Social Work Records, 2<sup>nd</sup> edition, by Jill Doner Kagle. The paper should reflect the requirements of 20 CSR 2263-3.040(11), that states:

A licensed social worker, provisional licensed social worker, temporary permit holder and registrant rendering services to a client shall maintain professional records that include:

(A) The presenting problem(s), assessment, plan of action and progress notes;

- (B) The fee arrangement;
- (C) The date and substance of each contact with the client;
- (D) Notation and results of formal consults with other providers;
- (E) A copy of all evaluative reports prepared or received as a part of the professional relationship, and
- (F) A copy of a written communication with the client identifying the date and reason for termination of professional service if the licensed social worker is in private practice.

B. The paper shall be prepared in accordance with a style manual selected by Licensee, which shall be identified in the paper.

C. Seven copies of the paper shall be delivered to the State Committee for Social Workers, 3605 Missouri Boulevard, PO Box 1335, Jefferson City Missouri 65102, no later than April 11, 2008. If this order is stayed for any reason, the copies of the paper shall be delivered to the Committee before the 90<sup>th</sup> day after the stay is terminated.

D. Taylor is cautioned that an unsatisfactory paper may demonstrate cause for discipline for incompetence.

#### **Right to Appeal**

As provided by section 620.149 RSMo., Taylor has the right to a hearing before the Administrative Hearing Commission if she files a complaint seeking review of the committee's decision to issue a probated license within thirty (30) days of delivery or certified mailing of this Order. The complaint must comply with the requirements of section 620.149 RSMo. and the statutes governing and the rules of procedure of the Administrative Hearing Commission, and be delivered to the Administrative Hearing



Commission, Truman Building Rm. 604, P.O. Box 1557, Jefferson City, Missouri  
65102-1557. If the Administrative Hearing Commission does not receive a written  
request for review within thirty (30) days, the right to seek review of the committee's  
decision shall be considered waived.

SO ORDERED effective this \_\_\_\_\_ day of January, 2008.

**MISSOURI COMMITTEE FOR  
SOCIAL WORKERS**

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Tom Reichard  
Executive Director